



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY

**MEMORANDUM**

To: All Schools Division/City Superintendents  
All Assistant Schools Division/City Superintendents  
All OIC-SDS/ASDS  
All Third Level Eligibles  
This Region

From: **ESTELA L. CARIÑO**, EdD., CESO IV  
Director IV/Regional Director

Date: January 9, 2020

Subject: **REGIONAL SEARCH FOR THIRD LEVEL POSITIONS IN DEPED  
REGION II**

1. In view of existing and forthcoming vacant third level positions in this Region, for the position of Schools Division Superintendent and Assistant Schools Division Superintendent, this Office shall conduct a Regional Search to qualified applicants who meet the following requirements:
  - a. Incumbent ASDS and OIC-Schools Division Superintendents;
  - b. Incumbent Assistant Schools Division Superintendents.
  - c. Incumbent OIC-Assistant Schools Division Superintendents;
  - d. Career Executive Service Officers (CESOs); and
  - e. Career Executive Service Eligibles (CESEs);
2. Submission of applications to the Office of the Regional Director should not be later than January 17, 2020 (Friday), with the following documents in two (2) copies:
  - a. Letter of Intent;
  - b. Detailed Curriculum Vitae, including a list and description of any qualifying examinations taken/passed, assignments in the past five (5) years, successful programs, projects and/or work processes initiated/led/accomplished, and relevant citations/awards received;
  - c. Service records;
  - d. Clearances from SDO and Drug Test;
  - d. Performance evaluation records; and
  - e. Any other relevant documents.
3. The schedule and venue of the administration of the Forms 2-A (Self Rating) and 2-B (Perception from the Workplace) documents and conduct of interviews of applicants with the Regional Director shall be announced later.
4. For information, wide dissemination and guidance.

PER/jcd  
Fn: 2020January Regional Search



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